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**Customer & Corporate Services Scrutiny  
Management Committee**

10 September 2018

Report of the Assistant Director of Legal and Governance

**Scrutiny Operations and Functions Review - Update Report**

**Summary**

1. This report presents the Customer and Corporate Services Scrutiny Management Committee with the remit proposed by the CSMC Task Group appointed to review the Council's Scrutiny operations and functions.

**Background**

2. In June 2018, CSMC agreed to create a Task Group, comprising Councillors Williams, Galvin, Reid and D'Agorne, to review how the Council's scrutiny function moves forward for the next administration and to address the remit and increased workload of the Health, Housing and Adult Social Care Policy and Scrutiny Committee.
3. In August 2018, the Task Group met for the first time to discuss a potential remit for the review and proposed the aim and objectives below, subject to the committee's approval.

**Proposed Remit**

4. Aim: To propose operational arrangements and a structure for scrutiny to improve engagement and outcomes, ensuring that the function is as effective as possible.
5. Objectives:

Structure

- To address the balance of committee workloads
- To evaluate the current functions of Scrutiny Committees, including pre and post decision call-in, overview and the performance management role

### Engagement

- To assess the current level of officer and member engagement and explore ways to improve it
- To explore ways to establish robust and measurable work planning

### Training

- To assess the need for member training and on-going development on scrutiny topics

## **Options**

6. Having considered the information in this report Members can:

- Agree the remit as proposed or
- Suggest any additions or alterations that may further enhance the review.

## **Recommendations**

7. Members are asked to:

- Agree the remit as proposed
- Agree a timeframe for the review

## **Contact Details**

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### **Chief Officers Responsible for the report:**

Andy Docherty , Assistant Director  
Legal and Governance

**Report  
Approved**



**Date** 29/08/18

**Specialist Implications Officer(s)** None

### **Wards Affected:**

For further information please contact the author of the report

**All**

